



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

SY18-19 Early Access to English Learner Data: Technical Guide

Overview

This document serves as the technical guide for the Qlik 2018-19 Early Access to English Learner Data application. The purpose of this application is to provide timely and appropriate data to help LEAs plan and prepare to meet the needs of English Learner (EL) students, which include current students for the 2017-18 school year and students who are pre-enrolled in the LEA for the 2018-19 school year. This application provides a preview of student-level EL-related data, including EL Status, ACCESS Scores, Historic EL Status, Dual-Identified Students, Screener Data, and Monitored Status.

Audience:	LEA Data Managers, Heads of School and EL POCs
Frequency of Use:	Specified POCs should access this application as needed
Data Refresh:	Data is updated nightly, so downloaded files will not reflect enrollment changes

This technical guide is organized to mirror the corresponding data sheets in the Qlik application. The application is organized into 3 sheets:

- English Learners (ELs) Summary: SY17-18 and SY18-19
- English Learners (ELs) Student Level Data: SY17-18 and SY18-19
- Historic English Learners

Each section of this document corresponds to a data sheet in the application and contains a *Data Elements* section, which serves as a data dictionary for all data elements on the corresponding data sheet in the application. Following the data dictionary table in some sections, there will be an additional section called the *Derived Data Methodology*. These section types are described in more detail below.

Data Elements

The “Data Elements” section provides a data dictionary formatted into a table that describes the data fields, definitions, permitted values, default values, and data element types included in each corresponding sheet in the Qlik application.

Permitted Values

The data dictionary provides all of the permitted values for each data element. All value inputs must align with the permitted values in the data dictionary tables.

Default Value

All data elements have a default value. A default value of “-” indicates an instance where a value for the corresponding data element is not expected or not available.

Data Element Type

The data dictionary indicates whether the data is *primary* or *derived*. For *primary* data elements, there is an indication of the source system for the data element. This information is provided to assist LEAs in identifying which source system the data is coming from.

Derived Data Methodology

The Derived Data Methodology section provides a brief description of the logic that was used to construct derived elements contained within the given Qlik sheet. This section is not provided for Qlik sheets that do not contain any derived data elements.

Student Identifiers

In addition to the data fields included in the data dictionary, Qlik sheets also include the following student-level identifiers:

Data Field	Definition	Permitted Values	Default Values	Data Element Type
USI	The unique student identifier (USI) is the official state identifier assigned to all students attending District of Columbia LEAs by OSSE.	<Numeric Value> 10-digit	<None>	Primary: LEA SIS
Last Name	The legal last name of the student.	<Free Text>	<None>	Primary: LEA SIS
First Name	The legal first name of the student.	<Free Text>	<None>	Primary: LEA SIS
DOB	The day, month, and year on which the student was born	MM/DD/YYYY	<None>	Primary: LEA SIS
Grade	The grade level of primary instructional level at which the student receives services in a school.	<ul style="list-style-type: none">• P3 - Pre-Kindergarten (3-year-olds)• P4 - Pre-Kindergarten (4-year-olds)• KG – Kindergarten• 01 - First grade• 02 - Second grade• 03 - Third grade• 04 - Fourth grade	<None>	Primary: LEA SIS

		<ul style="list-style-type: none"> • 05 - Fifth grade • 06 - Sixth grade • 07 - Seventh grade • 08 - Eighth grade • 09 - Ninth grade • 10 - Tenth grade • 11 - Eleventh grade • 12 - Twelfth grade • UN- Ungraded • AW – Adult Workforce Training • AB – Adult Basic Education • AS – Adult Secondary Education • AG – Adult GED • AN – Adult National External Diploma Program • AL - Adult ELL • AT- Adult Other • C1-C8 - Special Education based grade designation for identified students progressing through high school on the C track would be designated as C1–C8 grade level. Only 9th grade students with disabilities should be designated as C1. Students may not be identified as “C” prior to 9th grade. 		
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English Learners (ELs) Summary: SY17-18 and SY18-19

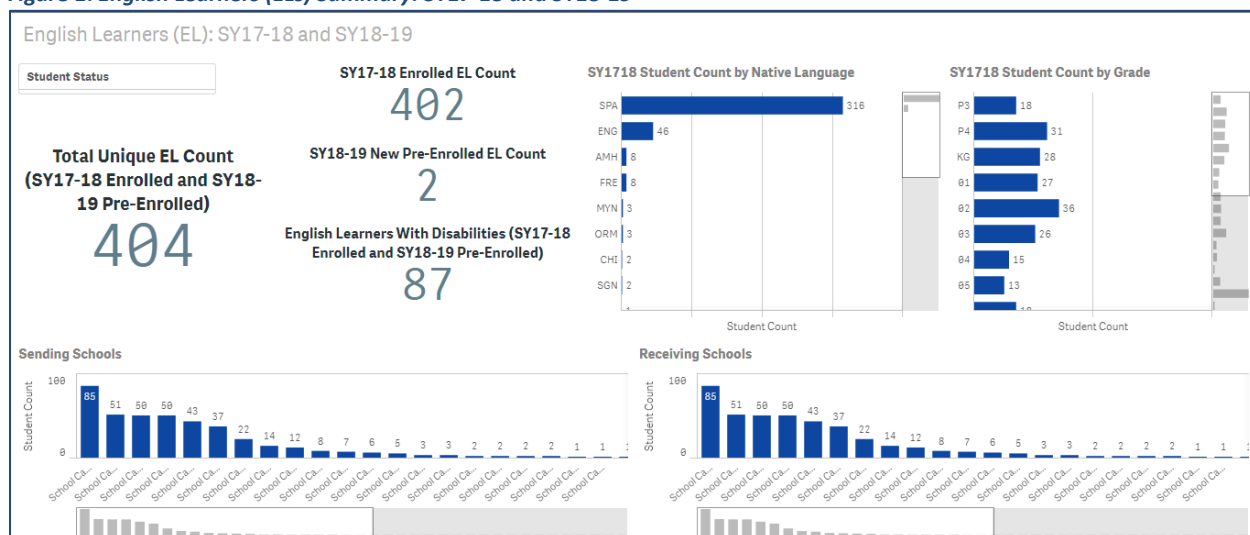
The English Learners (ELs): SY17-18 and SY18-19 sheet provides the aggregate number of students currently enrolled in the LEA and the number of students who are pre-enrolled at the LEA for the upcoming school year. It will assist LEAs with planning and budgeting for the new school year.

The English Learners (ELs): SY17-18 and SY18-19 sheet provides visualizations highlighting the following:

- Number of unique ELs enrolled for the 2017-18 school year and pre-enrolled for the 2018-19 school year;
- Number of ELs enrolled for the 2017-18 school year;
- Number of ELs pre-enrolled for the 2018-19 school year;
- Number of unique ELs with disabilities enrolled for the 2017-18 school year and pre-enrolled for the 2018-19 school year;
- Number of ELs by Native Language in the 2017-18 school year;
- Number of ELs by Grade in the 2017-18 school year;
- Student count by Sending Schools, the school in which the student is enrolled for the 2017-18 school year;
- Student count by Receiving Schools, the school in which the student is pre-enrolled for the 2018-19 school year; and
- Ability to filter by Student Status;

NOTE: Please refer to the [EL 2017-18](#) data field definition for information on how a student is identified as EL for the 2017-18 school year. SY2018-19 Pre-Enrolled students are flagged as EL based on the students' EL status in the 2017-18 school year.

Figure 1: English Learners (ELs) Summary: SY17-18 and SY18-19



English Learners (ELs) Student Level Data: SY17-18 and SY18-19

The English Learners sheet provides current EL data for currently enrolled students and students expected to enroll in 2018-19 school year. Current EL data elements are typically representative of a student's identification in the current school year, 2017-18. Any student with an EL Status of "yes," screener data, an EL Monitored Status of Year 1 – Year 4, or students with a valid ACCESS score is included in this page. This data can be exported to an excel spreadsheet.

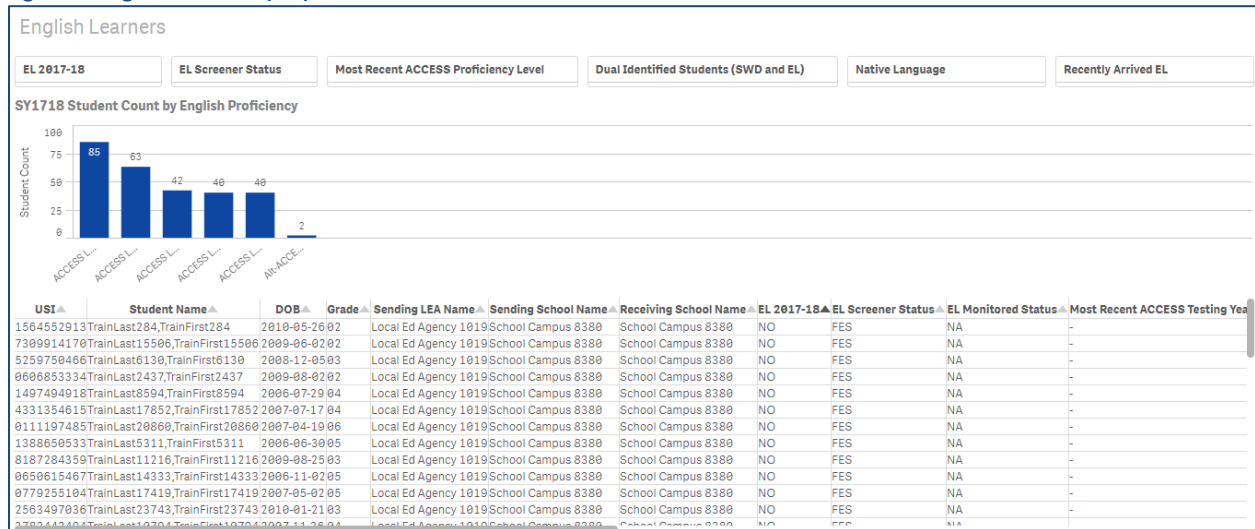
NOTE: EL Status and Monitored Status are based on 2017-18 data until the 2017-18 ACCESS scores are received. Once the new assessment scores are received, EL Status will be updated to "NO" for students who scored proficient and monitored statuses will be updated to reflect the 2018-19 values. Screener data will be removed for students who have a valid ACCESS score.

The English Learners sheet provides visualizations highlighting the following:

- Number of students by English Proficiency in the 2017-18 school year.
 - This visualization shows English Proficiency by:
 - **Screener – Proficient:** Students with LEP status of FES, EX and W5;
 - **Screener – Not proficient:** Students with LEP status of LES, NES, Low, Mid, High, W1, W2, W3 and W4;
 - **ACCESS Level 1:** Students with an ACCESS score of 1.0-1.9;
 - **ACCESS Level 2:** Students with an ACCESS score of 2.0-2.9;
 - **ACCESS Level 3:** Students with an ACCESS score of 3.0-3.9;
 - **ACCESS Level 4:** Students with an ACCESS score of 4.0-4.9;
 - **ACCESS Level 5 or 6:** Students with an ACCESS score of 5.0-6.0;
 - **Alt – ACCESS Level A:** Students with a score of A1, A2 and A3 in Alt-ACCESS Level A;

- **Alt – ACCESS Level P:** Students with a score of P1, P2 and P3 in Alt-ACCESS Level P;
 - **M1:** Students in Monitoring Year 1;
 - **M2:** Students in Monitoring Year 2;
 - **M3:** Students in Monitoring Year 3; and
 - **M4:** Students in Monitoring Year 4.
- Filter by EL 2017-18;
 - Filter by EL Screener Status;
 - Filter by Most Recent ACCESS Proficiency Level;
 - Filter by Dual Identified Students (SWD and EL);
 - Filter by Native Language; and
 - Filter by Recently Arrived EL.

Figure 2: English Learners (ELs) Student Level Data: SY17-18 and SY18-19



Data Elements: English Learners

The following table describes the data elements that are shown on the “English Learners” sheet in Qlik.

Data Field	Definition	Permitted Values	Default Values	Data Element Type
Sending LEA Name	The LEA in which the student is enrolled for the 2017-18 school year.	<Free Text>	None	Primary: LEA SIS
Sending School Name	The school in which the student is enrolled for the 2017-18 school	<Free Text>	None	Primary: LEA SIS

	year.			
Receiving School Name	The school in which the student is new pre-enrolled for the 2018-19 school year.	<Free Text>	None	MySchoolDC/ LEA SIS after SIS cutover for the 2018-19 school year.
EL 2017-18	<p>An indication that a student is currently being identified as an EL in SY2017-18.</p> <p>Derived from:</p> <ul style="list-style-type: none"> • Current EL <p>Students who exited EL status but who were monitored during the school year to ensure academic achievement on grade level do not qualify as EL.</p>	<ul style="list-style-type: none"> • Yes • No 	No	Derived
EL Screener Status¹	The screener results that indicate the student's proficiency in an assessed language domain, and serves as a guide for the appropriate EL program placement and level of service needed.	<ul style="list-style-type: none"> • FES – Pre-IPT; Fluent English Speaker • LES – Pre-IPT; Limited English Speaker • NES – Pre-IPT; Non-English Speaker • Low – K-WAPT; Low • Mid – K-WAPT; Mid • Hi – K-WAPT; High; • EX – K-WAPT; 	-	Primary: LEA SIS

¹ Screener data has not been validated by LEAs and may not be included for all students. We encourage you to contact the sending LEA if you have a student who is flagged as a non-native English speaker on the home language survey but does not have screener data available in this app.

		<ul style="list-style-type: none"> Exceptional W1 – WIDA Screener Level 1; W2 – WIDA Screener Level 2; W3 – WIDA Screener Level 3; W4 – WIDA Screener Level 4; W5 – WIDA Screener Level 5; 		
EL Monitored Status	An indication that a student exited EL status in the past four years and is being monitored for academic progress.	<ul style="list-style-type: none"> Year 1 Year 2 Year 3 Year 4 	-	Derived based on when a student scored proficient on ACCESS
Most Recent ACCESS Testing Year	The most recent year a student has a completed composite score on ACCESS for ELLs 2.0	<ul style="list-style-type: none"> YYYY-YYYY NA 	-	Historical data
Most Recent ACCESS Proficiency Level	The most recently completed composite score on ACCESS for ELLs 2.0	<ul style="list-style-type: none"> 1.0-6.0 A1, A2, A3, P1, P2, P3 (for Alt ACCESS) 	-	Historical data
Most Recent ACCESS Scale Score	The most recent ACCESS for ELLs 2.0 Composite Scale Score	<ul style="list-style-type: none"> 100 - 600 	-	Historical data
Year of Proficiency on ACCESS	The most recent year a student scored proficient on the ACCESS assessment	<ul style="list-style-type: none"> YYYY-YYYY NA 	-	Historical data
Dual-Identified Students (SWD)	An indication that the student is	<ul style="list-style-type: none"> Yes No 	No	EL:2017-18 school year EL value

and EL)	identified both as an EL and as a student with a disability.			SWD: SEDS
Native Language	The language typically used by the student since birth or the language typically used by the parents of the student.	ISO 369-2 Language Codes. Refer to the ADT Template.	<MISSING>	Primary: LEA SIS
Recently Arrived EL	An indication that the student enrolled in a U.S. school for the first time within the past 12 months.	<ul style="list-style-type: none"> • Yes • No 	<MISSING>	Primary: LEA SIS
Parent Waived Services	An indication that the parent waived EL services for the student for the current school year. ²	<ul style="list-style-type: none"> • Yes 	-	Primary: LEA SIS
Change in ACCESS Proficiency Level	An indication of the change in ACCESS proficiency level from previous to current year.	<ul style="list-style-type: none"> • -5 to 5 	-	Historical data

Derived Data Methodology: Determining EL Data Elements

Several of the EL data elements are defined based on a student's status under other data elements. These derived elements and the logic for determining a student's status are described below.

EL 2017-18

A student is identified as an EL for the 2017-18 school year based on a combination of the student's EL status in the LEA SIS and the student's 2017-18 Enrollment Audit EL status. The following table provides the possible scenarios and the final determination of whether the student is reported as EL.

Current EL Status in LEA's SIS	Enrollment Audit EL 2017-18	Identified as EL 2017-18
Yes	Yes	Yes

² This value is provided through the LEPStatus field in each school's SIS and may not be indicated for all students. It is only provided as a note that the student may not have been receiving EL services at their previous LEA, but the student should receive services at their receiving LEA unless the parents/guardians waive services with the receiving LEA.

Yes	No	Yes
No	Yes	Yes
No	No	No

Monitored EL 2017-18

A student is identified as EL Monitored based on a combination of their current EL status, historic EL status, and historic ACCESS performance. The following table provides the logic used to determine EL Monitored status.

Current EL Status	Enrollment Audit EL 2017-2018	Historic EL Status	ACCESS Proficient in 2013-14, 2014- 15, 2015-16 or 2016-17	Identified as EL Monitored 2017- 18
No	No	Yes, in the year in which they scored proficient on ACCESS	Yes	Yes
All other combinations				No

Students identified as EL as of the start of the school's testing window may not also be identified as being monitored for EL services.

Most Recent ACCESS for ELLs Composite Score

If a student took multiple ACCESS exams in the same year, the highest score in the most recent year is retained and aligns with the score shown in SLED

Historic English Learners

The Historic English Learners sheet provides historic EL data. Historical EL data elements are typically representative of a student's identification in prior school years or ACCESS for ELLs exam history. This data can be exported to an excel spreadsheet.

NOTE: EL Status and Monitored Status are based on 2017-18 data until the 2017-18 ACCESS scores are received. Once the new assessment scores are received, EL Status will be updated to "NO" for students who scored proficient and monitored statuses will be updated to reflect the 2018-19 values. Screener data will be removed for students who have a valid ACCESS score.

Data Elements: Historic English Learners

The following table describes the data elements that are shown on the "Historic English Learners" sheet in Qlik.

Data Field	Definition	Permitted Values	Default Values	Data Element Type
Sending LEA Name	The LEA in which the student is enrolled for the 2017-18 school	<Free Text>	None	Primary: LEA SIS

	year.			
Sending School Name	The school in which the student is enrolled for the 2017-18 school year.	<Free Text>	None	Primary: LEA SIS
Receiving School Name	The school in which the student is new pre-enrolled for the 2018-19 school year.	<Free Text>	None	MySchoolDC/ LEA SIS after SIS cutover for the 2018-19 school year.
EL 2017-18	<p>An indication that a student is currently being identified as an EL in the 2017-18 school year.</p> <p>Derived from:</p> <ul style="list-style-type: none"> • Current EL <p>Students who exited EL status but who were monitored during the school year to ensure academic achievement on grade level do not qualify as EL.</p>	<ul style="list-style-type: none"> • Yes • No 	No	Derived
EL Screener Status	The screener results that indicate the student's proficiency in an assessed language domain, and serves as a guide for the appropriate EL program placement and level of service needed.	<ul style="list-style-type: none"> • FES – Pre-IPT; Fluent English Speaker • LES – Pre-IPT; Limited English Speaker • NES – Pre-IPT; Non- English Speaker • Low – K-WAPT; Low • Mid – K-WAPT; Mid • Hi – K-WAPT; 	-	Primary: LEA SIS

		High; <ul style="list-style-type: none"> • EX – K-WAPT; Exceptional • W1 – WIDA Screener Level 1; • W2 – WIDA Screener Level 2; • W3 – WIDA Screener Level 3; • W4 – WIDA Screener Level 4; • W5 – WIDA Screener Level 5; 		
EL Monitored Status	An indication that a student exited EL status in the past four years and is being monitored for academic progress.	<ul style="list-style-type: none"> • Year 1 • Year 2 • Year 3 • Year 4 	-	Derived based on when a student scored proficient on ACCESS
Year of Proficiency on ACCESS	The most recent year a student scored proficient on the ACCESS assessment	<ul style="list-style-type: none"> • YYYY-YYYY • NA 	-	Historical data
Year student first identified as EL	The year in which the student was first identified as an EL.	YYYY	-	Historical Data ³
EL 2014-15	An indication of the student's previously verified EL status during the 2014-15 school year.	<ul style="list-style-type: none"> • Yes • No 	-	Historical Data
EL 2015-16	An indication of the student's previously verified	<ul style="list-style-type: none"> • Yes • No 	-	Historical Data

³ Historical data may not be identified for all students. Data goes back to 2002 based on enrollment audit values.

	EL status during the 2015-16 school year.			
EL 2016-17	An indication of the student's previously verified EL status during the 2016-17 school year.	<ul style="list-style-type: none"> • Yes • No 	-	Historical Data

Early Access EL User Tips

Please refer to Early Access EL User Tips document for recommendations on effectively using the data available in this application.

Need Access to Qlik

Below are steps required to obtain credentials to access Qlik.

1. Complete a [SLED training](#). A SLED credential is required to access Qlik.
2. Ensure the person is listed in eSchoolPLUS and assigned the POC role of either LEA Data Manager, Head of School or EL POC.
3. Log into Qlik with SLED credential at <https://analysis.osse.dc.gov>.